

How to make the most of

THE CAREERS SERVICE

2025-2026



SOLVE PROBLEMS. SAVE LIVES.

Software
Developer: **£60k**

Business
Analyst: **£60k**

Technical
Engineer: **£60k**

Service
Analyst: **£45k**

Account
Manager: **£60k**

Implementation
Specialist: **£45k**

NO EXPERIENCE REQUIRED

www.tpp-careers.com

f TPP Careers
@tpp_careers

@TPPCareers
in TPP



CONTENTS

Five ways in which you can get tailored careers support	4
Join our careers and employability support sessions	6
Develop employability skills on original programmes	8
Meet recruiters at our careers fairs	10
Get work experience with our internship programmes	12
Careers support for researchers	14
Continued support for alumni	16
About CareerConnect	18
Make the most of our resources	20
Connect with the Careers Service	22

The Careers Service at a glance



9 IN-PERSON CAREERS FAIRS so you can explore your options and meet hundreds of employers



Over **6,000 ONE-TO-ONE ADVICE APPOINTMENTS** available with our careers advisers

CareerConnect

Over **4,500 VACANCIES** advertised on our website each year



Access to **EXCLUSIVE INTERNSHIPS** during the vacation periods through the Internship Office



More than **250 EVENTS** each year, run by employers and careers advisers



TRAINING PROGRAMMES including The Oxford Strategy Challenge, Insight into Publishing, and more



FIVE WAYS in which you can get careers support

The Careers Service offers Oxford University students, researchers and alumni impartial advice on any careers-related topic – including deciding what to do, applying for jobs or further study, and how to develop your skills.

Our specialist careers advisers have backgrounds in a wide range of sectors, from teaching to banking and from publishing to law. Here is how they can help you.

1 ONE-TO-ONE SUPPORT FROM OUR CAREERS ADVISERS

Our careers advisers offer objective, confidential careers guidance based on your individual needs.

To book an appointment, log-in to CareerConnect and select 'Book', then 'Appointment'.

Once you've selected your appointment type, you can then choose a specific time and date with a careers adviser, based on your special interests and availability.

This guidance can include:

- Feedback on CVs, cover letters and application forms.
- Discussing further study options.
- Advice on where to find specific sector information.
- Suggesting where to find work experience.
- Advice on interview preparation and techniques.
- Sharing relevant resources and services.

2 SPEAK TO A DISABILITY CAREERS ADVISER

If you have a disability or a long-term health condition, you may feel you need extra support or guidance when applying for work.

To discuss your situation, book a 'Health/Disability Careers Appointment' with a careers adviser.

3 GET WORK EXPERIENCE THROUGH OUR INTERNSHIP OFFICE

We run a range of highly popular internship and mentoring programmes to support Oxford students in securing work experience opportunities.

Internships are available in a variety of sectors and take place remotely or in person at the host organisation's premises.

4 ATTEND CAREERS EVENTS

From insight sessions into a variety of sectors to practical skills workshops and inspiring panel discussions, we host a wide range of events all year long to support you in your career exploration.

To browse upcoming career and employability events at Oxford, check the events calendar in CareerConnect and the term planner on the Careers Service website.

5 DEVELOP YOUR EMPLOYABILITY SKILLS

The Careers Service is here to help you identify and develop key employability skills such as: Business Awareness, Communication, Creativity, Initiative, Leadership, Planning, Self-Management, and Teamwork. Our website offers practical suggestions on what you can do at Oxford to both improve and demonstrate key employability skills to future employers. We also provide a wide range of opportunities to develop these skills through programmes and workshops.



Join our careers and employability support sessions

The Careers Service organises information sessions and workshops throughout the year in a wide variety of subjects to help students, researchers and alumni get up-to-date information and the right support for their chosen career paths.

www.careers.ox.ac.uk/term-planner

Application skills workshops

Each term, we hold regular talks and workshops to help you make successful applications and improve your interview technique.

Our application skills sessions cover issues such as: CVs, cover letters, assessment centres, cringe-free networking, and case-study interviews.



Further study workshops

A large percentage of graduating Oxford students go on to further study. Further study will not automatically get you a better job, but it can improve your chances if the employer requires the specialism you have developed.

The transferable skills gained from postgraduate study, carefully targeted and effectively presented in an application, can greatly enhance job applications.

Our further study talks answer any questions you might have and cover issues on how to apply (including to universities in the USA or Europe), and how to find funding.

Sector-specific talks and events

We hold regular talks focusing on individual sectors, including:

- Arts and Heritage
- Banking and Investment
- Consultancy
- Education
- Engineering
- Law
- Management and Business
- Pharma
- Sustainability
- Tech
- Third Sector
- ...and more

Events for particular groups of students

We also organise tailored talks, workshops and programmes each term for specific groups of students, including:

Students with disabilities

Master's students

DPhil students

Research staff

International students



Events are promoted regularly in the weekly Careers Service newsletter and term planners, and a full list is available on **CareerConnect**, in the Events Calendar.



Develop employability skills on original programmes

The Careers Service offers opportunities for Oxford students and researchers to develop employability skills within and outside the University setting.

Making a Difference

Making a Difference aims to provide participants with the key skills, relevant experiences, a network of stimulating people working in the field, and insight into all the career paths possible that together can provide that sense of purpose and impact.

Taking place twice per year in Michaelmas and Hilary term, you will meet and hear from inspiring guest speakers, take part in a group project in a charity or social enterprise addressing a real business problem, and gain in-person training.

www.careers.ox.ac.uk/made

The Oxford Strategy Challenge

The Oxford Strategy Challenge is a short, team-based, experiential learning event. It is a chance for you to gain hands-on client experience with a real organisation.

On the programme, you have the opportunity to develop skills in working effectively as part of a remote team, managing a client relationship, collecting data under time pressure, reacting quickly to unexpected changes, and presenting your findings to a client.

www.careers.ox.ac.uk/tosca

Insight programmes

Our Insight programmes help with the transition from student to employee by developing your knowledge of particular sectors.

► **INSIGHT INTO ACADEMIA** is a seminar series exploring topics relevant to those considering higher education roles in research, teaching and related areas.

► **INSIGHT INTO CREATIVE WRITING** is a three-session programme that provides an introduction to creative writing careers, explores the writing process, and offers tips on how to get published, as well as inspiration from guest speakers.

► **INSIGHT INTO MEDICINE** enables students to spend a day with a hospital consultant in Oxford. It's a great opportunity to consider if you have difficulty arranging your own work shadowing.

► **INSIGHT INTO PHARMA/BIOTECH** is an online session in which a panel of scientists from a local pharma/biotech company talk about their work both in R&D and science roles outside the lab.

► **INSIGHT INTO PUBLISHING** is designed to demystify publishing and increase understanding of professional life to help you become ready to get a job in the sector.

www.careers.ox.ac.uk/insight-programmes



Meet recruiters at our careers fairs

The Careers Service fairs provide you with the chance to meet recruiters and learn about the vacancies and opportunities available. At most of our fairs, you can attend a variety of talks or presentations focused on specific issues, and get careers advice from our expert careers advisers.

At our career fairs you can meet:

- **RECRUITERS** who can tell you more about the firm, graduate roles and training, and the recruitment process.
- **SENIOR MANAGERS AND BUSINESS LEADERS** (many will also be Oxford alumni) who can provide a wider perspective on the organisation and graduate career trajectories.
- **RECENT ALUMNI** working in areas you might be interested in, people who were in your shoes not so long ago.

www.careers.ox.ac.uk/fairs

MICHAELMAS TERM

- Finance and Management Consultancy Fair
- Oxford University Careers Fair: The fair for all sectors
- Law Fair
- Science, Engineering and Technology Fair
- Careers in Computing Fair
- Jobs for Mathematicians Fair

HILARY TERM

- Careers Beyond Academia: Options and Pathways for Researchers (Careers Conference for Researchers)
- Crankstart and Diversity Careers Fair

TRINITY TERM

- Summer Graduate and Internship Fair



Make the most of the careers fairs

To prepare for a fair, be sure to download and read the event booklet, available on our careers fair page one week in advance.

By reading the entries and visiting the websites of companies that interest you, you'll be well-prepared to impress recruiters when you visit their stands.

www.careers.ox.ac.uk/making-the-most-of-careers-fairs



James Wakefield
Summer internship with the
Alliance for a Sustainable Amazon

Get work experience with our internship programmes

Available only to Oxford University students, our internship programmes are designed to help you build skills during the vacation periods.

Summer Internship Programme

The Summer Internship Programme offers hundreds of summer internship opportunities in a wide variety of sectors, and often come with funding support or travel scholarships. There are opportunities suitable for students of all levels of experience and of all years of study, from first-year undergraduates to final-year DPhils.

The internships are advertised from January each year, with application deadlines from February onwards.

www.careers.ox.ac.uk/sip

This was an incredible experience. We had wonderful learning opportunities at the hospital, such as witnessing the progression and improvement of a number of patients with various cardiological conditions. There were many patients who were at the hospital for several days, and it was interesting to hear the heart sounds changing or watch their hearts improving through echocardiograms. [...] I really enjoyed the experience, and believe that I gained a lot from it, in large part thanks to the wonderful team of doctors that made us feel so welcome and included each day.

FRANCESCA D'AGNESE

Summer internship at Universidad de Murcia

Micro-Internship Programme

Micro-internships are an excellent way to fit valuable work experience around your studies. They are available every term, and are open to all matriculated students.

The Micro-Internship Programme offers voluntary, short-term learning and development opportunities that take place in the vacation periods. Host organisations provide interns with travel and lunch expenses for any in-person days.

www.careers.ox.ac.uk/micros

Crankstart Internship Programme

Crankstart Scholars are encouraged to gain work experience during their time at Oxford, and funding and support are available to help them do so. Scholars can receive advice and guidance through the programme at any time with a view to undertaking a work placement in their vacations.

www.careers.ox.ac.uk/crankstart



The Crankstart Careers Mentoring Programme

Our mentoring programme handpicks experienced professionals to suit the mentee's area(s) of career interest and encourage collaboration to explore aspects of a profession that may be of interest.

The Crankstart Careers Mentoring Programme is exclusively available to Crankstart Scholars.

www.careers.ox.ac.uk/crankstart-mentoring

www.careers.ox.ac.uk/internships



Holly Errington
Micro-internship with Add-victor



Eric Huang
Summer internship with Ariya Finergy



Careers support for researchers

The Careers Service offers tailored guidance to researchers at all stages of their career, whether they are exploring their options, looking to boost their employability, or polishing an application.

Conversations and appointments

One-to-one appointment sessions are available year-round and can cover anything from exploring your options, boosting your employability, polishing an application, getting feedback on your CV, practice interviews and more. You can book an appointment with one of our dedicated Careers Advisers for researchers via CareerConnect.

Careers Beyond Academia: Conference for Researchers

Targeting those who are curious about career options beyond academia, our annual conference includes speakers with PhD/postdoc experience now working in a range of roles, a networking lunch with employers who are interested in recruiting people with research training, and skills workshops to help you optimise your profile.

Insight into academia

We also offer lunchtime sessions exploring the evolving realities of academic progression.

Strategy and skills workshops

We run practical workshops each term on subjects such as:

- Career management
- Academic progression
- Transitioning beyond academia
- Cringe-free networking
- LinkedIn strategy
- CVs/cover letters
- Fellowship applications
- Interview technique
- Tips on engaging with employers at pre-fair 'Researchers @' sessions.

Find out more on the Events Calendar on CareerConnect.

www.careers.ox.ac.uk/researchers



Researcher events schedule

Check out our events web planner for events and programmes at Oxford. The page contains bespoke events for researchers and sessions from our wider programme that will appeal to a researcher audience.

www.careers.ox.ac.uk/researcher-events



Continued support for alumni

The Careers Service offers targeted support and access to a variety of resources to Oxford University alumni.

Recent alumni can access advice appointments

Those within two years of their course-end date, can access one-to-one careers advice appointments outside normal term-time (priority in weeks 0-9 of each term is given to current students).

All Oxford University alumni

All alumni of the University continue to benefit from some of our services:

- Access our job vacancy board on CareerConnect
- Attend our Careers Fairs and most other events
- Sign up for our termly Alumni Careers Newsletter. You can do this by editing your communication preferences in your Alumni Office account.

Tailored events for alumni

The Careers Service also organises a number of tailored events:

► **VIRTUAL ALUMNI CAREERS WORKSHOPS** – an open forum with the Oxford Alumni Careers Adviser where you can ask any careers-related questions.

► **ALUMNI @ THE FAIR** – dedicated talks that take place during the Oxford University careers fairs.

www.careers.ox.ac.uk/alumni

Professionals wanting to 'give back'

One of our most valuable services is connecting students with alumni, so that they can learn more about a sector, role, or career path. We're always eager to engage with professionals, and students find it useful to hear from people at different stages of their career.

► MENTOR A STUDENT

Our widening participation careers mentoring programmes match scholars interested in a particular sector/area of work with an industry professional.

► TAKE PART IN A PANEL TALK

We frequently hold panel sessions for current students, where alumni discuss their profession and career path. We are always looking for volunteers to share their experiences. If you would like to help, please get in touch with the Careers Adviser responsible for the relevant sector.

► HOST AN INTERN

Our Internship Office offers Oxford University students access to a number of global and UK-based internships during the vacation periods, many of which are provided by Oxford alumni.

We are always looking for more internships, and would like to hear from any alumni who would like to participate in the programme. Whatever your organisation's area of work, if you can define a distinct project that will allow an intern to get an insight into your company, doing real work that is of benefit to the organisation, then we would love to hear from you.

► PROVIDE A CAREER PROFILE

We frequently look for alumni to provide profiles for our publications – for example the Oxford Guide to Careers.



Read more about careers support for alumni on our website or email alumni@careers.ox.ac.uk for more information.



About CareerConnect

CareerConnect is a password-protected Careers Service platform available to Oxford University students, alumni, and current research staff.

You can use CareerConnect to book appointments with our expert careers advisers, and explore the career events run by the Careers Service and a wide variety of external organisations and recruiters.

oxford.targetconnect.net

Check CareerConnect regularly for:

Employer events

Hundreds of events organised by employers take place in person and online throughout the year. These include talks, coffee mornings and drinks receptions: log-on to CareerConnect each week to see what's coming up!

Changes to the term planner

The online term planner at www.careers.ox.ac.uk/term-planner is up-to-date at the time of publishing, but check CareerConnect for changes, cancellations and new events as they get added regularly.

What to look for on CareerConnect

Search for opportunities

CareerConnect's vacancies database has, on average, over 1000 opportunities advertised at any one time, including:

- Full-time jobs after graduation
- Part-time jobs
- Work experience and internships.

All opportunities are posted by employers who are looking to recruit Oxford students or graduates.

To search for opportunities, log into CareerConnect, click on 'Search' on the top bar, and then select 'Opportunities'. You will then be able to browse through the entire list, search by keyword for specific jobs, or filter the opportunities by:

- Sector
 - Location
 - Opportunity type
- ...and much more.

For example, if you are specifically looking for a marketing internship near Birmingham, you can select:

- 'Internships/Work Experience' from Opportunity Type,
- 'Advertising, Marketing & Communications' from the Job Sectors list, and
- 'England - West Midlands' from Locations.

Search for events

CareerConnect holds listings of career events in Oxford – and many more in the UK and abroad.

Click on 'Search' in the top bar and then 'Events', and choose to browse events happening on a week-by-week basis, or filter a list of events by type or sector.

Clicking on any event will bring up further details, including instructions on how to book where necessary.



Save your searches

If you are filtering the database for several specific criteria, you can click 'Save this search' and go back to it later to see whether any matching jobs or events have been posted since you last logged in.

You can retrieve searches by clicking on 'Saved searches' at the top of the 'Search events' page.

Save jobs you're interested in

If you want to bookmark specific jobs that interest you, click on 'Save' on the job page. You can then find these at a later date under the 'Opportunities' menu.



Make the most of our resources

Visit our open-access website

The Careers Service website contains a wealth of advice and information, including:

- Detailed information on career opportunities in over 50 sectors.
- Guidance on deciding what career is right for you.
- Application advice, including sample CVs and cover letters.
- Interviewing tips, as well as information on psychometric tests and assessment centres.

► Information to help you decide if further study is for you, and find out about possible further study options.

... and much more.

Advice pages also list related job opportunities and upcoming events, and relevant Careers Service news.

www.careers.ox.ac.uk



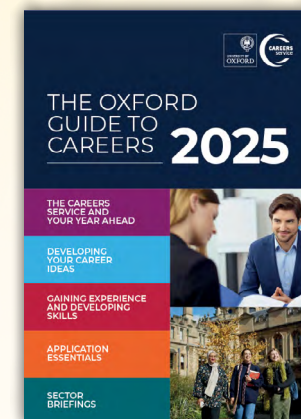
Visit the **News** page regularly for the latest opportunities, events, and updates from the Careers Service:

www.careers.ox.ac.uk/news

Read the *Oxford Guide to Careers*

The Oxford Guide to Careers is an online publication filled with information on employment sectors, and tips on how to develop career ideas, build employability skills, and plan your next steps.

Read the Guide for tips on how to get into a variety of sectors, advice on how to build applications that stand out, find out how to improve employability skills, and more, from careers advisers, top recruiters and Oxford alumni.



www.careers.ox.ac.uk/guide

Use our web-based app: Career Weaver



Developed by the Careers Service, Career Weaver is a web-based app to help you identify and articulate your strongest work preferences, motivations, skills and strengths.

The exercises in Career Weaver provide a structured approach, a vocabulary and a variety of working methods to help you explore, name and describe your personal work-related drivers. The exercises are grouped in three areas: what you love, what you are good at, and why you do it.

www.careers.ox.ac.uk/career-weaver

Access GoinGlobal



The Careers Service subscribes to GoinGlobal on behalf of Oxford University students and researchers so they can access it for free.

GoinGlobal is a market leader in providing location-specific career and lifestyle resources to more than 800 organisations around the world, including multinational corporations, libraries, relocation companies, academic institutions, and professional associations.

www.careers.ox.ac.uk/access-goingglobal

Connect with the Careers Service

Contact us

If you have any queries that are not answered by this booklet or our website, you can get in touch by emailing us at hello@careers.ox.ac.uk

Meet us in person

The Careers Service building is based at **56 Banbury Road, OX2 6PA**. This is where we hold the majority of our in-person events, workshops and advice sessions.



Follow us on social media

📷 [OxfordCareers](#) | 🦋 [oxfordcareers.bsky.social](#) | 📺 [Oxford-Careers](#)
📺 [OxfordCareersService](#) | 📺 [InternshipOffice](#)

GENERAL IMAGE CREDITS
John Cairns, Ian Wallman, Oxford University Images, and Oxford University students who have entered the Internship Office Photo Competition. We also acknowledge Adobe Stock and Shutterstock for images.



SWIRE MANAGEMENT PROGRAMME 2026

Launch Your International Career,
Become a Future Business Leader.

APPLY NOW AND JOIN OUR
CAREER EVENTS!



My experience with the Swire Management Programme over the past five years has been diverse, empowering, and insightful. I've rotated across the company, learning business skills from investment to marketing and operations, and have worked on projects of strategic importance, gaining exposure to high-level strategic decision-making. The Programme expects you to adapt and learn quickly, but you are well-equipped to meet these challenges through comprehensive training and the strong support of our close-knit network.



Syrie Byfield, Oxford Alumna
(BA Geography, 2019)



Multiply your impact in research, tech and trading

We're a team of problem solvers, from mathematicians and physicists to computer scientists and researchers, working together to solve one of the world's greatest quantitative challenges: global financial markets.

If you think in numbers, spot patterns in data and want to see your ideas shape real-time strategy, this is where theory meets impact.

Opportunities at every stage

- **1st & 2nd years:** Exclusive insight days and tailored career events
- **Penultimate years:** Paid internships in trading, research or tech
- **Final years:** Full-time roles combining deep training and early ownership

Find your pathway

